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**FAMILY CHILD CARE (FCC) RISK ASSESSMENT TOOL OBSERVATION**

For use of this form, see AR 608-10; the proponent agency is DCSPER

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**DATA REQUIRED BY THE PRIVACY ACT OF 1974**

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<b>AUTHORITY:</b>	Title 10, United States Code, Section 3013
<b>PRINCIPAL PURPOSE:</b>	To provide information regarding prospective FCC Providers to CDS personnel for use in the certification process.
<b>ROUTINE USES:</b>	Information provided may be released IAW the Army's blanket routine uses contained in AR 340-21.
<b>DISCLOSURE:</b>	Disclosure of requested information is voluntary; however, if information is not provided, certification of the candidate may be denied.

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**SECTION I - PROVIDER**

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1. Describe what happens when you first arrive.

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2. Who is in the house when you arrive? *(Indicate the number and ages of all children, including family members and those in care, as well as the number and sex of any other adults or family members present.)*

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3. Describe how the provider handles interruptions *(e.g., the phone ringing, someone at the door, family member's, demands, etc.)*

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4. How does the provider handle crises, emergencies, the unexpected?

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5. Describe the husband's presence/involvement in the day-to-day operations of the FCC home.

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6. How are the provider's own children involved in the FCC program?

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- What is your impression of the provider's health and well-being?

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- What is your impression of the provider's attitude toward her work?

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**FAMILY CHILD CARE (FCC) RISK ASSESSMENT TOOL OBSERVATION (CONT'D)**

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**SECTION II - PROVIDER-CHILD INTERACTIONS**

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7. How do the children behave around the provider and her family?

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8. How does the provider care for children of differing ages, abilities and interests (e.g., *infants, toddlers, preschoolers, and school-age children*)?

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9. How does the provider react when a child breaks the rules?

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10. How does the provider speak to a child who is misbehaving?

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11. What type of physical contact does the provider have with a child who is misbehaving?

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12. How does the provider react to a child who is crying?

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13. Describe what happens at meal time.

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14. How does the provider react to a child who has a toileting accident?

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**FAMILY CHILD CARE (FCC) RISK ASSESSMENT TOOL OBSERVATION (CONT'D)**

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**SECTION II - PROVIDER-CHILD INTERACTIONS CONT'D**

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15. Describe the provider's diapering procedures.

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16. Describe any instances of children who display behavior problems.

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- What is your impression of the provider-child interactions you observed?

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**SECTION III - SUPERVISION**

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17. Where are the children during your visit?

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18. Describe the type of indoor activities you see.

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19. Describe the type of outdoor activities you see.

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20. How does the provider use TV with the children, and for herself?

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21. How does the provider keep children away from dangerous things and/or her personal possessions?

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**FAMILY CHILD CARE (FCC) RISK ASSESSMENT TOOL OBSERVATION (CONT'D)**

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**SECTION III - SUPERVISION CONT'D**

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22. How are older children involved in the care and supervision of younger children?

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23. Describe what happens at nap time?

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- What is your impression of the provider's supervision of the children in her care?

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**SECTION IV - ENVIRONMENT**

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24. Describe the condition and appearance of the house.

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25. What type of space is provided for the children?

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26. Could unknown adults and adolescents have access to children because of problems with the facility?

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27. Could unknown adults and adolescents have access to children because of lack of supervision?

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28. Could adults and adolescents known to the provider have an opportunity to abuse children because of the choice of substitutes or helpers?

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29. Could adults and adolescents known to the provider have an opportunity to abuse children because of lack of supervision?

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**FAMILY CHILD CARE (FCC) RISK ASSESSMENT TOOL OBSERVATION (CONT'D)**

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**SECTION IV - ENVIRONMENT CONT'D**

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- What is your impression of the safety of the environment for children?

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- What is your impression of the emotional "feel" of the environment?

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**SECTION V - PROVIDER-PARENT INTERACTIONS**

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30. What type of communication does the provider have with the parents of the children in her care?

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31. What type of contracts does the provider have between herself and the parents of the children in her care?

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32. How does the provider react when a parent is late to pick up his/her child?

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33. How does the provider handle fee disputes with parents?

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34. Describe the provider's methods for keeping daily attendance records.

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- What is your impression of the provider-parent interactions?

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**FAMILY CHILD CARE (FCC) RISK ASSESSMENT TOOL OBSERVATION (CONT'D)**

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**SECTION VI - ADMINISTRATIVE INTERACTIONS**

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35-38. Ask the provider to show you the following administrative forms, and evaluate each for comprehensiveness.

- Emergency/contingency plan.
  
  
  
  
  
  
  
  
  
  
- Discipline policy.
  
  
  
  
  
  
  
  
  
  
- Parental authorization regarding which other adults may pick up children.
  
  
  
  
  
  
  
  
  
  
- Sick Child/Health Policy.

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39. How would you describe the provider's relationship with her outreach worker?

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- What is your impression of the administrative interaction?